



City of Philadelphia Personnel Department

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CIVIL SERVICE COMMISSION AGENDA for JANUARY 22, 1997

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I. Classification and Pay Items

Note: [Changes to job classification and pay items are effective only upon approval of the Administrative Board.](#)

ITEM NO.	CLASS CODE	CLASS TITLE	NATURE of ACTION	SALARY RANGE (Min./Max.)	DEPT / (NUMBER of POSITIONS)	BASIS	CSC ACTION OF Jan-22-1997	AD. BOARD APPROVAL	ITEM NO.
1	3A54	Transit Research and Support Specialist	Abolition of class	EP12 (\$25,348 - \$32,587/year)	Public Property (0)	Maintenance of the classif. plan	Approved		1
2	8A01	Domestic Worker	Abolition of class	4 (\$19,769 - \$21,110/year)	various (0)	Vacant class	Approved		2
3	from: 6F01 from: 6F02 to: 6F02	from: Field Inspector Trainee from: Field Investigator to: Field Investigator	Consolidation of classes	from: 6 (\$21,509 - \$23,255/year) from: 8 (\$23,217 - \$25,235/year) to: 8 (\$23,217 - \$25,235/year)	from: various (2) from: various (195) to: various (197)	Maintenance of the classif. plan	Approved		3

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4	from: 6G41 from: 6G04 to: 6G04	from: Housing and Fire Staff Inspector from: Housing and Fire Inspector 2 to: Housing and Fire Inspector 2	Consolidation of classes	15 (\$28,081 - \$30,816/year)	L & I (1) OSHA (2)	Maintenance of the classification plan	Removed at the request of the Department of Licenses and Inspections	N/A	4
5	1A11	Clerk Typist 1	Change in class specification	4 (\$19,769 - \$21,110/year)	various (115)	Maintenance of the classif. Plan	Approved		5
6	1A12	Clerk Typist 2	Change in class specification	6 (\$21,509 - \$23,255/year)	various (568)	Maintenance of the classif. Plan	Approved		6
7	from: 1C03 from: 1A22 to: 1A22	from: Word Processing Supervisor from: Clerical Supervisor 2 to: Clerical Supervisor 2	Consolidation of classes and change in class specification	13 (\$26,787 - \$29,304/year)	from: various (2) from: various (64) to: various (66)	Maintenance of the classif. Plan	Approved		7
8	2E01	Procurement Technical Assistant	Change in class specification and denial of pay appeal	13 (\$26,787 - \$29,304/year)	Procurement (1)	Maintenance of the classif. plan and review of pay factors as a result of department appeal	Removed at the request of the Procurement Department	N/A	8
9	2E08	Departmental Procurement Specialist	Change in class specification and denial of pay appeal	EP15 (\$28,232 - \$36,299/year)	various (6)	Review of classif. and pay factors as a result of department appeal	Removed at the request of D.C.47	N/A	9

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10	from: 3C81 from: 3C28 to: 3C28	from: Sludge Management Program Manager from: Water Treatment Plants Manager to: Water Plant Manager	Consolidation of classes and change in class specification	EP28 (\$56,465 - \$72,595/year)	Water (1) Water (2)	Maintenance of the classif. Plan	Approved		10
11	3G35	Pharmaceutical Technician	Change in class specification and denial of pay appeal	7 (\$22,386 - \$24,292/year)	Health (10)	Maintenance of the classif. plan and review of classif. and pay factors as a result of union appeal	Removed by the Personnel Department	N/A	11
12	3H25	Graduate Chemist	Change in class specification	EP11 (\$29,694 - \$31,443/year)	various (4)	Review of classif. factors as a result of department appeal	Approved		12
13	5E36	Human Relations Supervisor • Community Service • Compliance	Change in class specification	EP23 (\$42,413 - \$54,532/year)	Human Relations (6)	Review of classif. factors as a result of union appeal	Removed at the request of D.C.47	N/A	13
14	from: 6F03 from: 1A04 to: 1A04	from: Field Inspector 2 from: Clerk 3 to: Clerk 3	Consolidation of classes and change in class specification	from: 10 (\$24,665 - \$26,879/year) from: 11 (\$25,421 - \$27,741/year) to: 11 (\$25,421 - \$27,741/year)	from: various (1) from: various (149) to: various (151)	Maintenance of the classif. Plan	Approved		14

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15	from: 6H41 from: 6H33 from: 6G28 to: 6G28	from: Plumbing Plan Examiner from: Electrical Code Specialist from: Construction Trades Inspector <ul style="list-style-type: none"> • Bldg/Struct (General/Bilingual) • Electr. (Gen/Bil) • Plumbing (Gen/Bil) to: Construction Trades Inspector <ul style="list-style-type: none"> • Bldg/Struct (General/Bilingual) • Electr. (Gen/Bil) • Plumbing (Gen/Bil) 	Consolidation of classes and change in class specification	from: 19 (\$30,276 - \$33,370/year) from: 20 (\$31,191 - \$34,401/year) to: 20 (\$31,191 - \$34,401/year)	from: L & I (2), (1), (48) to: L & I (51)	Maintenance of classif. Plan	Removed by the Personnel Department	N/A	15

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16	7A27	from: Sanitation Operations Assistant Administrator to: Sanitation Collections Assistant Administrator	Change in class specification	EP25 (\$48,528 - \$62,395/year)	from: Streets (2) to: Streets (4 proposed)	Department reorganization	Approved		16
17	7A61	Drawbridge Operator	Change in class specification and denial of pay appeal	9 (\$23,908 - \$26,017/year)	Streets (6)	Review of classif. and pay factors as a result of union appeal	Removed by the Personnel Department	N/A	17
18	from: 7F18 from: 7F06 to: 7F06	from: Automotive Body Repair Group Leader from: Automotive Maintenance Group Leader to: Automotive Maintenance Group Leader	Change in class specification and consolidation of classes	19 (\$31,184 - \$34,371/year)	Fleet Mgt. (0), (41)	Maintenance of the classif. Plan	Removed at the request of the Personnel Department	N/A	18

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19	from: 7K09 from: 7K15 to: 7K15	from: Airport Electrician from: Industrial Plant Electrician to: Industrial Electrician <ul style="list-style-type: none"> Airport Water 	Consolidation of classes and change in class specification	from: 17(steps3-5) (\$31,512 - \$32,497/year) from: 17 (\$29,539 - \$32,497/year) to: 17(steps3-5) (\$31,512 - \$32,497/year)	Airport (16) Water (31)	Maintenance of classif. Plan	Approved		19
20	from: 7K10 from: 7K16 to: 7K16	from: Airport Electrical Group Leader from: Industrial Electrician Group Leader to: Industrial Electrician Group Leader	Consolidation of classes and change in class specification	20 (\$32,127 - \$35,433/year)	Airport (3) Water (7)	Maintenance of classif. Plan	Approved		20

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21	from: 9B90 from: 9F09 from: 9B08 to: 9B08	from: Orchestral Music Cataloging Specialist from: Music Curatorial Supervisor from: Library Supervisor 1 to: Library Supervisor 1	Consolidation of classes and change in class specification	from: EP18 (\$32,013 - \$41,159/year) from: EP20 (\$35,156 - \$45,196/year) from: EP20 (\$35,156 - \$45,196/year) to: EP20 (\$35,156 - \$45,196/year)	from: Library (1) from: Library (1) from: Library (92), D.A. (1) to: Library (94), D.A. (1)	Review of classif. and pay factors as a result of union and department appeal	Approved		21
End of January-22-1997 Job Classification and Pay Items.									

II. Civil Service Regulations

Note: Regulations are effective upon approval of the Administrative Board and [public notice requirements of the Department of Records](#).

REGULATION	ACTION	CSC ACTION OF Jan-22-1997	AD. BOARD DATE	EFFECTIVE DATE (RECORDS)
6.116 Pay Plan - Exceptions	Revision	Approved		
15.042 Restoration Following Rejection During Probationary	Revision	Approved		

Period				
15.043 Restoration (Voluntary) During Probationary Period	Revision	Approved		

Italicized passages in red indicate parts *to be removed* from the Regulation, and those **in bold and blue** indicate additions.

CIVIL SERVICE REGULATION 6 - PAY PLAN - TO BE AMENDED AS FOLLOWS:

- 6.116 EXCEPTIONS.** Upon recommendation of the appointing authority, the Director may exclude employees from the provisions of this Regulation where the conditions of employment and the nature of services rendered by the employee are such as to make it impractical to adhere to a standard work week and where the regular rate of pay has been established with due regard to the possibility of overtime work.

Employees whose positions are allocated to the following classes for which the rate of pay has been increased to compensate the incumbents for overtime work, shall not be further compensated for any overtime work, either in cash pay or time off from work with pay (compensatory time) in accordance with the overtime pay provisions of these Regulations:

- o Water Distribution Supervisor
- o ~~Civic Center Event Administrator~~
- o ~~Civic Center Event Services Manager~~
- o Water Distribution **Conveyance Systems** Superintendent
- o Election Activities Assistant Administrator
- o ~~Voter Registration Administrator~~
- o ~~Water Pumping Stations Chief~~
- o **Sanitation Collections Assistant Administrator**

CIVIL SERVICE REGULATION 15 RESIGNATION, REINSTATEMENT, RESTORATION AND RETIREMENT IS TO BE AMENDED AS FOLLOWS:

15.042 - RESTORATION FOLLOWING REJECTION DURING PROBATIONARY PERIOD.

An employee with permanent Civil Service status in a class, who vacates a position in that class to accept appointment from an eligible list ~~to a position on the same or higher level~~ and is rejected during the probationary period in that position, shall have the right to be restored to a position in the class and department in which he/she had status. If an employee refuses such restoration, he/she shall be separated from City service following rejection. An employee so separated shall not have a right to placement on a layoff list.

15.0421 - Notwithstanding the above, an employee in the class of Police Officer Recruit who does not pass probation as a Police Officer, will be terminated without any reinstatement rights to Police Officer Recruit.

15.043 - RESTORATION (VOLUNTARY) DURING THE PROBATIONARY PERIOD.

An employee ~~promoted~~ **appointed** from an ~~promotional~~ eligible list may, during the probationary period, upon his/her request and with the approval of the appointing authority of the former position, be restored to his/her former position or its equivalent. The appointing authority of the ~~promotional~~ **probationary** position may, depending upon the circumstances justifying the voluntary restoration, recommend that the name of the restored probationer be either removed from or restored to the ~~promotional~~ eligible list.

END OF JANUARY-22-1997 AGENDA

last updated May-07-2001